

Town of Gilbert Fourth Year Annual Plan 2008 - 09

Community Development Block Grant

Home Investment Partnership

American Dream Downpayment Initiative

May 14, 2008

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Gilbert Arizona Fourth Program Year Action Plan

The CPMP Fourth Year Annual Action Plan includes the <u>SF 424</u> and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

GENERAL

Executive Summary: Program Year 4 Action Plan

Gilbert is a rapidly growing suburban community located in the larger Phoenix, Arizona metropolitan area. Citizen participation was encouraged through numerous notices, invitations, announcements and presentations. Comments were incorporated in the planning process. The Town Council determines priorities and allocates funds after receiving recommendations from staff and the Redevelopment Commission advisory board. Staff monitor contract performance and provide technical assistance as necessary to ensure community needs and federal requirements are met. Applications and contracts require providers to report performance measurement including outcomes and indicators.

Gilbert's Community Development Block Grant (CDBG) and HOME Investment Partnership activities for 2008-09 are summarized below. This includes all affordable housing, homeless, supportive housing and community development strategies. Gilbert participates in the Maricopa HOME Consortium and takes a regional approach to plan and report housing and homeless activities. The Consortium's Annual Plan includes a complete description of Gilbert's 2008-09 HOME and CDBG funded housing and homeless activities.

A one page table summarizing activities funded by Gilbert is included on page 4.

<u>Housing</u>

Housing needs assessment and activities are coordinated with the Maricopa HOME Consortium. Gilbert supports the following housing activities:

- Emergency and minor repair program- \$110,000, CDBG funds
- Sonora Town Sewer Conversion program- \$260,715 in CDBG funds for a combined Housing Rehab and Public Improvement project
- First Time Homebuyer- \$193,167 in HOME funds and \$2,173 in ADDI funds

Homeless Prevention

Gilbert participates with the Maricopa HOME Consortium and the Maricopa Association of Governments Continuum of Care to support regional solutions to homelessness. See the Housing and Community Development categories for information. Gilbert will support the following homeless prevention activities:

In Gilbert:

- Nutrition program for the elderly and disabled \$99,390
- Over \$200,000 in Gilbert General Funds and CDBG Funds, allocated to social service organizations assisting the homeless, youth, elderly, disabled, and other low income persons.

In the East Valley and metro Phoenix area:

- Emergency shelter and support services
- Substance abuse treatment services

Community Development

<u>Public Improvements</u>

• Sonora Town Sewer Conversion program- \$260,715 in CDBG funds for a combined Housing Rehab and Public Improvement project

Public Services - \$99,390 in CDBG funds

- Nutrition program for elderly and disabled persons, \$99,390
- \$438,741 in Gilbert General Funds has been allocated to over 20 social service organizations assisting the homeless, youth, elderly, disabled, and other low income persons.

Barrier Removal - \$110,000 in CDBG funds

- Emergency home repair- \$110,000
- Education and technical assistance on meeting the Americans with Disabilities Act standards

Economic Development - \$60,000 in CDBG funds

• Town of Gilbert – Small Business and Entrepreneur Job Creation project to help businesses grow and create new jobs.

Antipoverty Strategy

The Town of Gilbert addresses poverty by assisting programs that promote independence and self sufficiency for low and moderate income people including the following. Over \$250,000 in Gilbert General Funds and \$190,000 in HOME and ADDI funds has been allocated to these activities. See the Anti-Poverty section on page 18 and the Housing, Homeless Prevention and Community Development sections for more information.

- Self sufficiency counseling
- Affordable rental housing
- Emergency assistance and homeless prevention
- Information and referral assistance
- Emergency and minor home repairs and rehabilitation
- Nutrition program
- Substance abuse treatment
- Parent education and support to prevent family violence

Non-Homeless Special Needs

Strategies for addressing non-homeless special needs include the following activities. Over \$300,000 in Gilbert General Funds and \$200,000 in CDBG funds has been allocated to these activities. See the Non-Homless Special Needs section on p. 19 and the Housing and Community Development sections for more information.

- Self sufficiency counseling
- Affordable rental housing
- Emergency assistance and homeless prevention
- Information and referral assistance
- Emergency and minor home repairs and rehabilitation
- Nutrition program for elderly and disabled
- Substance abuse treatment
- Classes and counseling for parents at risk of family violence

Performance Measurement System

A Performance Measurement System has been established to report and monitor program accomplishments. The following goals and objectives have been identifed by activity.

Public Services

Persons will be assisted with the goal of affordability for the objective of creating suitable living environments.

Housing Programs

Persons will be assisted with the goal of availability/accessibility for the objective of creating decent housing.

<u>Public Improvement</u>

Persons will be assisted with the goal of availability/accessibility for the objective of creating sustainable living environments.

Economic Development

Persons will be assisted with the goal of sustainability for the objective of creating economic opportunities.

Evaluation of Past Performance

Gilbert made significant progress towards meeting Annual Plan and Consolidated Plan Goals in 2006-07. Over \$1 million was expended on construction of the new senior center, the maximum amount of CDBG allowed was expended to provide public services for over 800 individual and over \$110,000 was expended providing rehab assistance to 14 homeowners. See the 2006-07 CAPER for more information.

Summary of Funded Activities - Fourth Year Action Plan

CDBG, HOME and ADDI Funds	08-09 CDBG	08-09 HOME	08-09 ADDI	General Fun ds	Leverage	<u>Total</u>
Housing						
CSA- Emergency / Minor Repair	\$110,000					\$110,000
Comm. Hsng Resources of AZ- 1st Time Homebuyer		\$193,167	\$2,173			\$195,340
Public Services: max. of 15%, \$99,390						
Community Assistance						
Child Crisis Center- E.V. Family Resource Center				34,000		\$34,000
Community Info. and Referral 24 Hour Help Hotline				1,558		\$1,558
Community Services of Ariz. Gilbert CAP				110,309		\$110,309
East Valley RSVP- Retired, Senior Volunteer Prog.				7,000		\$7,000
United Food Bank- Emergency and Supplem. Food				5,000		\$5,000
Housing Services						
Central Arizona Shelter Services- Homeless Shelter				6,500		\$6,500
A New Leaf / Prehab of AZ- East Valley Men's Center				19,000		\$19,000
A New Leaf / Prehab of AZ- La Mesita Family Shelter				6,900		\$6,900
Save the Family Foundation Transitional Shelter				10,517		\$10,517
Shoebox Ministry Toiletries for the Homeless				2,000		\$2,000
Senior and Disabled Services						
About Care, Inc. Volunteer Support for Homebound				7,400		\$7,400
Advocates for Disabled Disability Services				6,100		\$6,100
Alzheimer's Assoc- Gilbert Alzheimer's Program				3,400		\$3,400
Civitan Foundation Our Night Out Gilbert				5,000		\$5,000
Community Services of AZ- Gilbert Senior Center	\$99,390			27,557	340,441	\$467,388
The Centers for Habilitation- Therapy Support for Kids				11,600		\$11,600
Maricopa County Special Transportation Service				5,000		\$5,000
Youth Services						
AA Cottages Empower Transitional Living				5,400		\$5,400
Big Brothers Big Sisters Gilbert Community Mentoring				6,500		\$6,500
Boys & Girls Club- Gilbert Project Learn				125,000		\$125,000
Child Crisis Center- East Valley Emergency Shelter				25,000		\$25,000
Junior Achievement of AZ- K-12 Prgms, JA BizTown				8,000		\$8,000
Public Improvements:				,		. ,
Town of Gilbert- Sonora Town Sewer Conversion	\$260,715					\$260,715
Economic Development:						
Gilbert – Small Business + Entrepreneur Job Creation	\$60,000					\$60,000
Administration and Planning: max. of 20%, \$132,521						
Town of Gilbert Administration and Planning	\$132,500	\$3,000				\$135,500
Total Allocation	\$662,605	\$196,167	\$2,173	\$438,741	\$340,441	\$1,640,127



The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

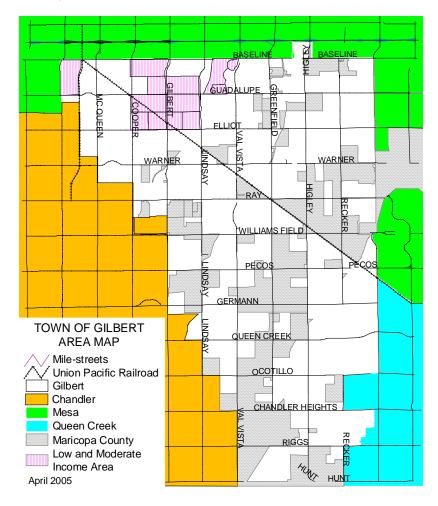
Submitted	Applicant Identifier	Type of S	Submission				
Date Received by state	State Identifier	Application	Pre-application				
Received by HUD: 05/15/08	B-08-MC-04-0511	□ Construction	☐ Construction				
		☐ Non Construction	☐ Non Construction				
Applicant Informati	on						
Jurisdiction		AZ40180 GILBERT					
50 Civic Center Drive		Duns #: 142672570	Duns #: 142672570				
Street Address Line 2		City					
Gilbert	Arizona	Business Developmen	t - Housing				
85296	Country U.S.A.						
Employer Identification Nu	umber (EIN):	Maricopa County					
86-6000246		7/5					
Applicant Type:		Specify Other Type	if necessary:				
Local Government: City		Specify Other Type					
			U.S. Department of				
Program Funding		Housing and Urban Development					
Catalogue of Federal Domest							
Areas Affected by Project(s)	(cities, Counties, locali	ties etc.); Estimated Fu	nding				
Community Developme	nt Block Grant	14.218 Entitlement Grant					
CDBG Program - Entitlement		Description of Areas Affected by CDBG Project(s): Town of Gilbert					
\$662,605	\$Additional HU Leveraged \$0	. ,	ibe				
		\$Additional State Funds Leveraged \$0					
Locally Leveraged Funds \$438,741		\$Grantee Funds Leveraged \$0					
Anticipated Program Income \$0		Other (Describe)					
Total Funds Leveraged for CD	BG-based Project(s)	 \$27,557					
Home Investment Partr	erships Program	14.239 HOME					
HOME Project Titles		Description of Areas A Project(s)	ffected by HOME				

\$HOME Grant Amount		\$Additiona Leveraged	I HU	ID Gra	nt(s)	Describe	
\$Additional Federal Funds	Leverag	ed		\$Add	ditional Sta	ate Funds Leveraged	
\$Locally Leveraged Funds				\$Gra	antee Fund	s Leveraged	
\$Anticipated Program Income				Othe	r (Describe)		
Total Funds Leveraged f	or HON	E-based Pro	ojec	t(s)			
Housing Opportunitie	s for P	eople with		14.2	41 HOPWA		
HOPWA Project Titles					cription of ect(s)	Areas Affected by HOPWA	
\$HOPWA Grant Amount		\$Additiona Leveraged	I HU	ID Gra	nt(s)	Describe	
\$Additional Federal Funds	Leverag	ed		\$Add	ditional State	e Funds Leveraged	
\$Locally Leveraged Funds				\$Gra	intee Funds	Leveraged	
\$Anticipated Program Inco	me			Othe	r (Describe)		
Total Funds Leveraged for	HOPWA-	-based Projec	ct(s))			
Emergency Shelter G	rants P	rogram		14.2	31 ESG		
ESG Project Titles				Desc Proje		reas Affected by ESG	
\$ESG Grant Amount	\$Add	litional HUD (Gran			Describe	
\$Additional Federal Funds	Leverag	ed		\$Add	ditional State	e Funds Leveraged	
\$Locally Leveraged Funds				\$Grantee Funds Leveraged			
\$Anticipated Program Inco	me			Other (Describe)			
Total Funds Leveraged for	ESG-bas	sed Project(s)				
Congressional Districts of					_	t to review by state	
Applicant Districts		Districts		Executive Order 12372 Process?			
Is the applicant delinquer debt? If "Yes" please incli				Yes This application was made availal the state EO 12372 process for re			
document explaining the						olicable- No State office	
	ortuatio:			No		s not covered by EO 12372	
Yes	⊠ No			N/A			
Person to be contacted rec	garding t	his applicatio	n				
Carl	E.					Harris-Morgan	
Community Dev. Specialist 480-503-6893 Voice			e		480-503-6170 Fax		
carlhm@ci.gilbert.az.us www.ci.gilbert.az.us							
Signature of Authorized Penresentative					- A D-1111	Date Signed	
J			7	George A. Pe Town Manage 480-503-686		May 14, 2008	

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

- 2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
- 3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
- 4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.
- : Program Year 4 Action Plan General Questions response:



Gilbert is rapidly а growing suburban community that had its start as an agricultural center. The jurisdictional boundaries planned for the activities include the geographic areas incorporated in Gilbert. Population, needs and other information included in the Five Year Strategic Plan. All funds for FY 2008-09 have been allocated to activities that improve conditions for low and moderate income households.

Most regional activities are planned in other areas of Maricopa County such as shelter services and other programs for the homeless. Gilbert uses

General Funds to support these activities. Support is based on the number of Gilbert residents accessing the services.

All proposed activities are available to eligible residents in Gilbert. None of the activities are targeted to a specific area except the Sonora Town Sewer Conversion project. There are no minority concentration areas in Gilbert.

Managing the Process

- 1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
- 2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
- 3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.
- : Program Year 4 Action Plan Managing the Process response:

Gilbert receives and distributes Gilbert's Community Development Block Grant funds to eligible programs to benefit low and moderate income persons and address slums or blight. The Manager and Council are the contract authority with staff providing administration and oversight. Staff of the Affordable Housing section of the Business Development Division have primary responsibility for planning and implementation of programs and activities. Carl Harris-Morgan, the Community Development Specialist, can be reached at 480-503-6893 or carlhm@ci.gilbert.az.us.

The newly created Community Services Committee held a public hearing and provided citizen involvement in establishing priorities and recommendations for funding to Town Council. The Gilbert Town Council also held public hearings, approved funding priorities, took action on the Committee's funding recommendations, and allocated funding to the activities described in this Plan.

Gilbert receives HOME funds through an intergovernmental agreement with the Maricopa HOME Consortium of Entitlement Communities. Gilbert participates with the Maricopa HOME Consortium to identify and support affordable housing priorities on a regional basis. Staff participate in monthly planning and coordination activities as well as technical assistance and program oversight. The lead agency is Maricopa County Community Development. The staff liaison, Renee Ayers-Benavidez, Program Coordinator, is available at 602-240-221, extension 206.

The Housing Authority of Maricopa County provides public housing program assistance in Gilbert. The Housing Authority can be contacted at 602-744-4500 for information regarding Section 8 housing in Gilbert and other parts of the County.

Citizen Participation

- 1. Provide a summary of the citizen participation process.
- 2. Provide a summary of citizen comments or views on the plan.
- 3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
- 4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

: Program Year 4 Action Plan Citizen Participation response:

Gilbert invited participation in the planning process through newspaper advertisements, website announcements, a presentation, and public hearings. Newspaper and website announcements provided information about funding priorities, announced public hearings, and requested comment in writing or at public hearings. A presentation was made at a Gilbert Community Action Network meeting to encourage participation and a public hearing was held at the Gilbert Town Council. No comments were received during this process although the Action Network presentation did generate questions on how the funds could be used.

Institutional Structure

- 1. Describe actions that will take place during the next year to develop institutional structure.
- : Program Year 4 Action Plan Institutional Structure response:

The Gilbert Town Council has legal authority and responsibility for determining goals and priorities and for contractual agreements related to CDBG funding for housing and community development. The newly created Comminty Services Committee is appointed by the Council and recommends priorities and funding allocations for action by the Council. The CDBG program is administered by Community Development staff, ultimately reporting to the Town Manager. Public services, housing services and public facilities are provided under contract to local non-profit organizations on a reimbursement basis for costs incurred.

HOME funds are administered by Gilbert under the terms of an intergovernmental agreement with Maricopa County and suburban entitlement communities. Under this agreement, Maricopa County services as the lead agency and contracts with HUD. The County Board of Supervisors has legal authority and responsibility and is assisted by staff of the County Community Development office as well as designated staff of participating municipalities. Gilbert manages the pro-rata allocation of HOME funds and assists in monitoring activities in cooperation with the Consortium.

The Section 8 Housing Program is administered by the Maricopa County Housing Authority and serves the Gilbert area.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

: Program Year 4 Action Plan Monitoring response:

Award letters are sent to organizations that receive funding. Environmental reviews and contractual agreements are completed with providers by June for projects beginning on July 1. Gilbert's program monitoring activities include:

- Contracts with providers specify performance expectations and timelines.
- Staff reviews applications and monitors providers to assure funded programs are in compliance with national objectives, the Annual Plan, and 5 year Consolidated Plan.
- Staff reviews invoices and reports and authorizes reimbursement of costs according to and in compliance with contract and program requirements.
- Support and technical assistance are provided as necessary to assure community needs and program requirements are met.
- On-site monitoring visits are made to insure compliance with program and affordability requirements and review program policies, procedures, financial information and service records.
- Activities are coordinated with other municipalities and agencies to eliminate duplication of effort and improve effective use of resources.

Lead-based Paint

- 1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.
- : Program Year 4 Action Plan Lead-based Paint response:

Gilbert has a very small segment of the housing stock over 20 years old. Approximately 50 housing units are pre-1940 construction and approximately 250 additional units are pre-1960 construction. This older housing stock is often occupied by low and moderate income families. Significant CDBG and HOME investment has been made in the past to rehabilite this older housing. Housing rehabilitation is continuing in 2008-09 and includes testing for and addressing any identified lead-based paint and asbestos problems according to established standards and practices.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

: Program Year 4 Action Plan Specific Objectives response:

The Town of Gilbert is a member of the Maricopa HOME Consortium through an intergovernmental agreement. Federal regulations (91.405) require that housing needs assessment be consolidated for the entire Consortium service area.

Gilbert's HOME and ADDI funded activities are planned and reported regionally through the Maricopa Consortium. Please refer to the Maricopa Consortium Plan for a complete description of these regional activities. Gilbert's housing activities include:

Community Services of Arizona, Inc., \$110,000 in CDBG funds to operate the Gilbert Emergency and Minor Home Repairs to assist 16 Gilbert low and moderate-income owner occupied households with emergency home repairs and minor rehabilitation including health, safety, and accessibility problems in their homes.

Sonora Town Sewer Conversion, \$260,715 in CDBG funds for a combined housing rehabilitation and public improvement project. If approved by the neighborhood, the project's public improvement activity will be the design and installation of a sewer system for Sonora Town in the public right of way. The housing rehabilitation activity will be the work done on private property to connect the individual homes to the sewer system, and abandon the existing cesspool systems.

Community Housing Resources of Arizona (CHRA) \$193,167 in HOME funds and \$2,173 in ADDI funds to provide gap financing for first time homebuyers in Gilbert. These funds will provide gap financing, counseling and homebuyer education for potential homebuyers. The project proposes to provide counseling for 20 potential homebuyers and up to \$50,000 in gap financing per buyer for up to 4 homebuyers.

Land trusts were researched by staff in 2005-06. Gilbert is considering land trusts as a potential tool to increase affordable homeownership opportunities in Gilbert.

Needs of Public Housing

 Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.
- : Program Year 4 Action Plan Public Housing Strategy response:

The Town of Gilbert does not own public housing units. The Housing Authority of Maricopa County administers the Section 8 subsidized housing program for the Town of Gilbert. This rental assistance program provides controls to uniformly address safety issues and repairs to keep our affordable housing stock decent, safe and sanitary.

In April, 2008 The Housing Authority Of Maricopa County reported 151 subsidized housing units were in Gilbert. They also reported 2,643 households on their county-wide waiting list. The total number of units available through the County is expected to decrease due to HUD funding changes. Gilbert encourages the Housing Authority to seek additional funds to serve the needs of very low income families.

Barriers to Affordable Housing

- 1. Describe the actions that will take place during the next year to remove barriers to affordable housing.
- : Program Year 4 Action Plan Barriers to Affordable Housing response:

Gilbert continues to have a HOME funded downpayment assistance program that is available to all potential homebuyers. Counseling and other services are available to households on request, regardless of household income. Up to \$50,000 in gap financing is available to qualified low and moderate income first-time homebuyers. The 2007-08 program ran out of gap funding in 3 months but is continuing to provide homebuyer counseling.

Information on current affordable homeownership, rental housing, and other programs is available via telephone from staff during office hours and 24 hours a day on the Gilbert website, www.ci.gilbert.az.us/busdev/housing. Information, phone numbers, and web links to resources outside of Gilbert are also provided.

Barriers to affordable housing in Gilbert include:

• Gilbert home prices have declined 20% in the last two years to a median sale price of \$261,690 for first quarter 2008. This amount is still well beyond what a moderate income family can afford.

 The current foreclosure and financial market is having a negative impact on homebuyers. Recent participants in Gilbert's homebuyer program have been forced to delay purchasing a home because their lender is unwilling or unable to fund the home purchase even though the lender had pre-approved the buyer, and the buyer was working with a HUD approved nonprofit housing counseling agency.

- Gilbert is a fairly new city with very few smaller parcels of residential land that are vacant or in need of redevelopment. This provides significant barriers to the creation of new affordable housing. Habitat for Humanity's experience demonstrates this problem. Habitat was awarded CDBG funds to purchase a residential property in 2002. Despite the efforts of several people including a pair of volunteer realtors, Habitat has been unable to find a residential parcel that they could purchase or otherwise acquire in the past 6 years.
- There are very few smaller multifamily rental developments (less than 25 units) in Gilbert. This makes it very difficult to acquire existing multi-family housing to convert to affordable and/or special needs housing. Some multi-family rental properties were converted to condos in recent years, providing more affordable homes for purchase but reducing the number of more affordably priced rental units.

HOME/ American Dream Down payment Initiative (ADDI)

- 1. Describe other forms of investment not described in § 92.205(b).
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.

f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

- 4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

: Program Year 4 Action Plan HOME/ADDI response:

Gilbert's HOME and ADDI funded activities are planned and reported regionally through the Maricopa Consortium. Please refer to the Maricopa Consortium Plan for a complete description of these regional activities.

HOME FUNDS:

Community Housing Resources of Arizona \$193,167 in HOME funds including \$9,260 in HOME admin funds to provide counseling for 20 first time homebuyers and gap financing for 4 homebuyers.

ADDI FUNDS:

Community Housing Resources of Arizona (CHRA) \$2,173 in ADDI funds to assist first time homebuyers. These funds will be combined with the HOME funds above.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

- 1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
- 2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
- 3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
- 4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
- 5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.
- : Program Year 4 Action Plan Special Needs response:

Gilbert recognizes the regional nature of homelessness and the need for an active Continuum of Care. The Maricopa Association of Governments Continuum of Care involves all communities working collectively to address pervasive issues such as poverty and homelessness. To date the available federal, state, local, and private housing resources have assisted a very small percentage of those in need.

Gilbert will provide \$99,390 in CDBG funds and \$27,557 in General Funds for the Senior Center operation including the senior meals program. This program assists those at risk of becoming homeless by providing congregate and home delivered meals for elderly and disabled Gilbert residents.

\$438,741 in 2008-09 Gilbert General Funds have been allocated to homeless and other service providers located in the East Valley and downtown Phoenix. See the table on page 4 for a complete list of organizations funded and amounts awarded.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

: Program Year 4 Action Plan ESG response:

Not applicable. Gilbert will not be receiving ESG funding.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
- 2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

 *Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.
- : Program Year 4 Action Plan Community Development response:

Public Improvements

Sonora Town Sewer Conversion, \$260,715 in CDBG for a combined housing and public improvement project. If approved by the neighborhood, the project's public improvement activity will be the design and installation of a sewer system for Sonora Town in the public right of way. The housing rehabilitation activity will be the work done on private property to connect the individual homes to the sewer system, and abandon the existing cesspool systems. Gilbert will pre-incur \$34,800 in CDBG funds for the preliminary design for this project and a neighborhood assessment. The neighborhood assessment will be a planning activity.

Public Service Needs

The Town of Gilbert will provide support and technical assistance as needed for regional food and shelter service providers, and ensure compliance with CDBG eligibility regulations and administrative requirements. The 2008-09 CDBG public service activity is:

Community Services of AZ- Congregate / Home Delivered (Senior) Meals: \$99,390 to provide 80 frail, elderly persons with 3,500 nutritionally balanced meals in a dining room setting or delivered to the homes of homebound elderly and disabled persons.

Gilbert decided to concentrate CDBG Public Service funding on the largest applicants in 2007-08. This change increased administrative efficiency by

eliminating about 6 smaller grants to other regional nonprofits. Council allocated \$438,741 in 2008-09 Gilbert General Funds to over 20 area nonprofits assisting low income persons. The total amount of 2008-09 CDBG and General Funded support provided by Gilbert is unchanged compared to 2007-08, approximately \$540,000.

Accessibility through Barrier Removal

Gilbert supports the following activities to increase accessibility:

- · Barrier removal in housing rehabilitation activities when appropriate.
- Education and technical assistance, upon request to organizations serving low and moderate income clients on meeting the Americans with Disabilities Act standards;

Economic Development

The Town of Gilbert Small Business and Entrepreneur Job Creation project has been allocated \$60,000 to create at least 2 jobs for low and moderate income persons. The project will create new jobs by providing training and technical assistance during the next 2 years for entrepreneurs and small business owners to help them grow their business.

Other Community Development Needs

·Provide technical assistance for proposal applicants, staff and other agencies who may submit HUD eligible projects for consideration.

Antipoverty Strategy

- 1. Describe the actions that will take place during the next year to reduce the number of poverty level families.
- : Program Year 4 Action Plan Antipoverty Strategy response:

Gilbert will address poverty by suporting programs serving low and moderate income people in an effort to promote independence and self-sufficiency including the following projects. Note that the funding amount shown is the total assistance provided to the organization which may be used for other activities in addition to the stated priority activities.

Priority	Organization- Project	<u>Amount</u>	<u>Target</u> <u>Population</u>	<u>Fund</u> <u>Source</u>
Self	Advocates for the Disabled	\$6,100	Low and	General
sufficiency,	Central Arizona Shelter Services	\$6,500	moderate	Funds
counseling	Gilbert Community Action Program	\$110,309	income	
and job	A New Leaf- E. Valley Men's Center	\$19,000	households	
training,	A New Leaf- La Mesita Family Shelter	\$6,900	including	
and	Save the Family-Transitional Shelter	\$10,517	homeless and	
referrals	TCH- The Centers for Habilitation	\$11,600	at risk	
			individuals and	
			families	
At-Risk	AA Cottages- Foster kids support srv	\$5,400	At-risk youth	General
Youth	Big Brothers Big Sisters	\$6,500	Children and	Funds
programs	Boys and Girls Club of the East Valley		families at risk	
		\$125,000	of abuse,	
	Child Crisis Center- East Valley	\$59,000	violence	
Final Mars	Junior Achievement of Arizona	\$8,000	1	LIONAE
First time	Community Housing Resources of AZ-		Low and	HOME
Homebuyer counseling	Homebuyer Program	\$195,340	moderate income	and ADDI
and gap			households	ADDI
financing			Households	
Emergency	Central Arizona Shelter Services	\$6,500	Low and	General
assistance	A New Leaf- E. Valley Men's Center	\$19,000	moderate	Funds
	A New Leaf- La Mesita Family Shelter	\$6,900	income	
		\$110,309	households	
	Save the Family-Transitional Shelter	\$10,517		
	United Food Bank	\$5,000		
Information	Comminuty Information and Referral	\$1,558	Low and	General
and referral	Gilbert Community Action Program	\$110,309	moderate	Funds
assistance			income	
			households	

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
- 2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

: Program Year 4 Action Plan Specific Objectives response:

Federal CDBG and HOME funds are leveraged with Gilbert General Funds and other resources to achieve objectives. Strategies for addressing non-homeless special needs include the following activities that have been funded. Note that the amount shown is the total assistance provided to the organization which may be used for other activities in addition to the stated priority activities.

<u>Priority</u>	Organization- Project	<u>Amount</u>	Target Population	<u>Fund</u> Source
Self	Advocates for the Disabled	\$6,100	Domestic	General
sufficiency	Central Arizona Shelter Services	\$6,500	violence	Funds
counseling	Gilbert Community Action Program	\$110,309	victims	
	A New Leaf- East Valley Mens' Cent		Low and	
	A New Leaf- La Mesita Family Shelt		moderate	
	Save the Family-Transitional Shelte		income	
	TCH- The Centers for Habilitation- 1		households	
	Support for Kids	\$11,600		
Emergency	Advocates for the Disabled	\$6,100	Low and	General
assistance	Civitan Foundation- Caregiver respi		moderate	Funds
and	Gilbert Community Action Program	\$110,309	income	
homeless	Gilbert Emergency and Minor Home	•	households	
prevention	program	\$110,000		
	United Food Bank	\$5,000		
Information	Community Information and Referra		Low and	General
and referral	Gilbert Community Action Program	\$110,309	moderate	Funds
assistance			income	
_	0		households	
Emergency	Gilbert Emergency and Minor Home	•	Low and	General
and minor	program	\$110,000	moderate	Funds
home repairs			income	
Ni. striti a sa	Cille ant Camina Camtan	¢10/ 047	households	CDBG
Nutrition	Gilbert Senior Center United Food Bank	\$126,947 \$5,000	Seniors and disabled	and
program	United FOOd Bank	\$5,000	disabled	General
				Funds
At-Risk	AA Cottages- Foster kids support sr	v \$5,400	At risk youth	General
Youth	Big Brothers Big Sisters	\$6,500	At 113K youtil	Funds
programs	Boys and Girls Club of the East Valle	•		, and
F. 59. 31115	Branch	\$125,000		
	Child Crisis Center- East Valley	\$59,000		
	Junior Achievement of Arizona	\$8,000		

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

- Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
 Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
- 2. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
- 3. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
- 4. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
- 5. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
- 6. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
- 7. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
- 8. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.
- : Program Year 4 Action Plan HOPWA response:

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

: Program Year 4 Specific HOPWA Objectives response:

Not applicable - The Town of Gilbert does not receive HOPWA funds.

Other Narratives

Include any Action Plan information that was not covered by a narrative in any other section.

Fair Housing

Gilbert continues to be committed to fair housing and to eliminate discrimination in Gilbert.

Analysis of Impediments to Fair Housing Choice

Gilbert completed a new Analysis of Impediments to Fair Housing Choice (AI) in 2007.

A description of the fair housing climate in Gilbert should include:

- A report of fair housing complaints filed between October 2002 and January 2005 shows 1 complaint was filed in Gilbert during that 3 year period.
- HUD FHEO's 2005 Civil Rights Compliance Review letter did not identify any specific fair housing complaints or patterns of discriminatory actions in Gilbert before or during FHEO's visit.
- A 2002 Fannie Mae Foundation Study based on 2000 Census data stated that Gilbert is the 2nd most integrated city in the US when looking at non-Hispanic Whites and Hispanics.

Fair housing has become a regional and national issue in this global society, especially for homebuyers. In recognition of this fact, regional partners and regional activities are an increasing part of Gilbert's planned fair housing activities.

Gilbert's commitment to fair housing includes the following activities:

- Maintain a designated fair housing officer and advertise the Fair Housing Office telephone number on the Gilbert website.
- Include the FHEO logo in CDBG and HOME program advertisements.
- Maintain a 504 Coordinator and advertise the contact information on the Gilbert website.
- Seek partnerships with neighboring communities to conduct joint publicity and education activities such as a fair housing workshop or housing fair.
- Annually designate April as Fair Housing Month by public proclamation at a regular Town Council meeting. The meeting is rebroadcast to all homes in Gilbert with cable TV at least 10 times during the 2 weeks after the meeting. The meeting is also permanently available for web cast viewing via the Gilbert website, on demand, 24 hours a day, at no charge.

Performance Measurement System

Gilbert has implemented HUD's Performance Measurement standards and requirements in all CDBG and HOME funded programs and activities. Gilbert supports the Arizona Continuum of Care Project Evaluation Project and efforts to establish a consistent approach for identifying program accomplishments. Many agencies funded by Gilbert participate in this project and receive training and technical assistance to improve performance measurement capacity. This information will be very helpful in determining priorities and allocation decisions.

In an effort to improve performance reporting on projects supported by Gilbert, the CDBG application form requires applicants to provide the following information:

- Description of procedures for documentation of clients, specifically related to the activity to be funded.
- Information related to the current status, estimated time frame and hours of operation for the proposed project and an indication if project is operational, proposed or long standing.
- Description of the strategies or methods for implementation and operation of the project, including major activity components, staffing and months/hours of operation.
- Information regarding prior year funding, clients served and units of service.
- For continuing projects, indication of major accomplishments, performance and adjustments.
- One or two specific and measurable outcomes expected to be achieved this year. Outcomes are benefits for participants or clients that result from a program. Outcomes typically relate to changes in conditions, status, attitudes, skills, knowledge or behavior. Common outcomes include improved quality of life for program participants, improved quality of local housing stock, or revitalization of a neighborhood.
- Indicators (outputs) to be used to measure performance. Outputs are the
 direct products of a program's activities. They are usually measured in
 quantifiable terms including the volume of work accomplished, such as the
 number of low-income households served, number of loan applications
 processed, the number of units constructed or rehabilitated, linear feet of curbs
 and gutters installed or numbers of jobs created or retained.
- A brief summary of the internal project evaluation plan including evaluation tools, data collection and analysis, responsibilities, report process and time lines.

Contracts incorporate performance measurement and reporting of results as a condition of funding. The following objectives and outcomes have been identifed by activity:

Public Services

Persons will be assisted with the goal of sustainability for the objective of creating suitable living environments.

CSA Senior Meals

Specific and measurable outcome(s) to achieve this year:

- Increase opportunities for low-income Gilbert Seniors to receive nutritionally balanced, affordable meals.
- Increase opportunity for social and recreational activities to enhance quality of life for Gilbert Seniors.
- Seniors indicate satisfaction with Center services.

Indicators (outputs) used to measure performance:

- 3,500 nutritionally balanced congregate or home delivered meals
- 80 individuals participate in recreational and social programs
- Client Satisfaction Surveys

Housing Programs

Persons will be assisted with the goal of sustainability for the objective of creating decent housing.

CSA Emergency and Minor Home Repairs

Specific and measurable outcome(s) to achieve this year:

- 16 households will be assisted with emergency and minor repairs
- Hazardous housing conditions will be reduced
- ADA modifications will make homes more accessible to disabled individuals
- Neighborhood appearance will be enhanced

Indicators (outputs) used to measure performance:

- Client records and demographics
- Work orders
- Client satisfaction

Public Improvements

Persons will be assisted with the goal of accessibility for the objective of creating sustainable living environments. This project is in the preliminary design phase. Specific outcomes and indicators are not available at this time.